

NEW LAUREL HANDWRITING

Sixth
Book

CALIFORNIA STATE SERIES

ALMACK

BILLINGTON

STAFFELBACH

POWERS

NEW LAUREL HANDWRITING

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- Only one book can be given to a pupil.
- He should cover it with paper or other protective material, and should he lose, damage, or destroy the book he should replace it at his own expense.
- It is the duty of teachers to encourage and enforce these provisions.

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ADDISON SCHOOL

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2 SMALL LETTER COUNTS

a—Around-close: slant-stop: up
 b—Swing: slant-stop: up: retrace, out
 c—Dot: around
 d—Around-up: slant-stop: up
 e—Swing and up
 f—Swing: slant-stop: up-touch, out
 g—Around: slant-stop: up
 h—Swing: slant-stop: over-slant: up
 i—Swing: slant-stop: up: dot
 j—Swing: slant-stop: up: dot
 k—Swing: slant-stop: over: down: up
 l—Swing: slant-stop: up
 m—Over-slant: over-slant: over-slant: up
 n—Over-slant: over-slant: up
 o—Around-stop: out
 p—Swing: slant-stop: up-around: out
 q—Around: slant-stop: up-touch: out
 r—Up: retrace, slant: down: up
 s—Swing-stop: swing-stop: up
 t—Swing: slant-stop: up: cross
 u—Up: slant: up: slant: up
 v—Over-slant: up: retrace, out
 w—Up: slant: up: slant: up: retrace, out
 x—Over-slant: up: cross
 y—Over-slant: up: slant-stop: up
 z—Over: over: up

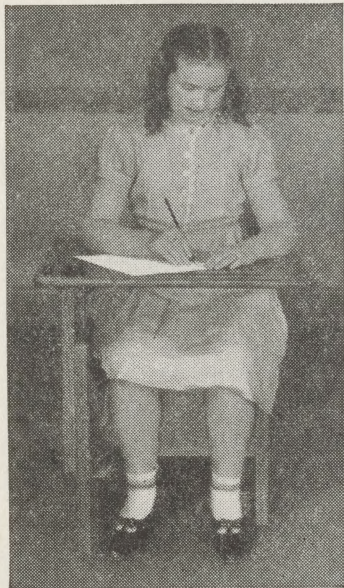
CAPITAL LETTER COUNTS

A—Around-close: slant-stop: up
 B—Slant: over, over-stop: out
 C—Slant: around
 D—Curve-loop: over, up, out
 E—Dot-pause: swing, swing
 F—Curve, swing-stop: in-cross (slant-down, up-over)
 G—Swing: swing-stop: swing-stop: in
 H—Slant: swing-slant: curve-down: up: loop
 I—Swing-back: swing-stop: in
 J—Swing: slant-stop: up
 K—Slant: swing-slant: curve, loop, curve
 L—Swing: swing: swing: (end below the line)
 M—Slant: swing-slant: swing-slant: swing-slant: up
 N—Slant: swing-slant: swing-slant: up
 O—Around-stop: loop
 P—Slant: up and around
 Q—Slant: swing: (end below the line)
 R—Slant: up: around-in: down: up
 S—Swing: swing-stop: in
 T—Curve, swing-stop: in: (slant-down, up-over)
 U—Slant: swing-slant: up: slant: up
 V—Slant: swing-slant: round-up
 W—Slant: swing-down: up: slant: up
 X—Slant: swing-slant: slant, space, loop
 Y—Slant: swing-slant: up: slant: up
 Z—Slant: swing-slant: loop-down: up

Colons in time counts mean pauses; commas, checks in motion.

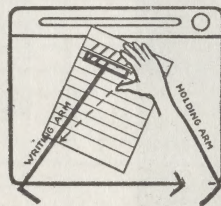
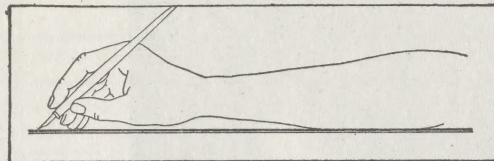
CORRECT POSITION FOR DESK WRITING

3

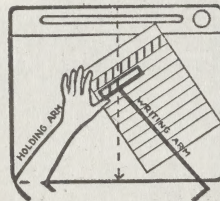


Front View

Position Of Arms And Paper

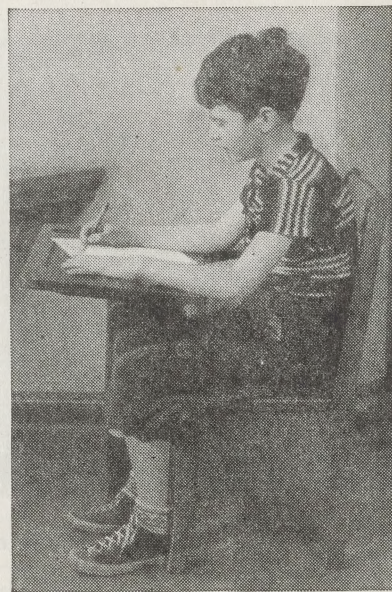


Left-Hand
Writer



Right-Hand
Writer

The Writing Arm And Hand



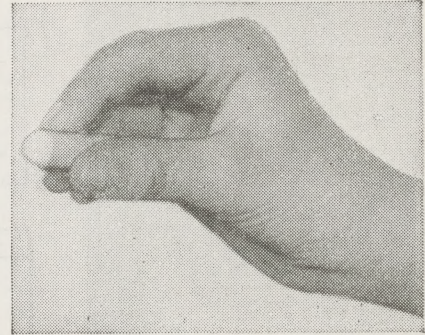
Side View

CORRECT POSITION FOR BLACKBOARD WRITING



How to Stand at the Blackboard

Blackboard position is identical for manuscript (printscript) and cursive writing.

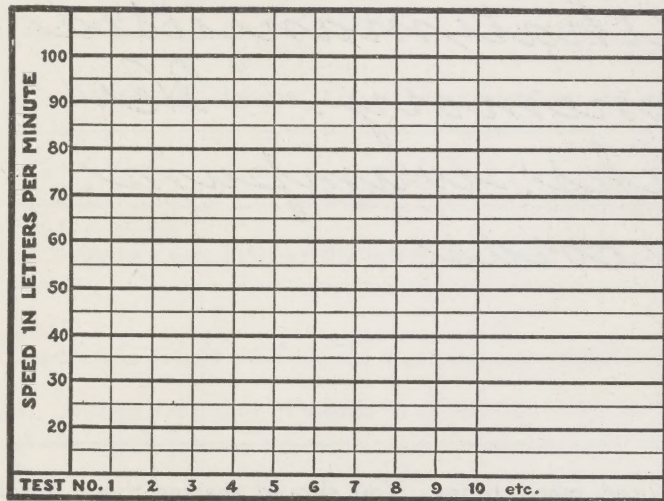


How To Hold
The Chalk

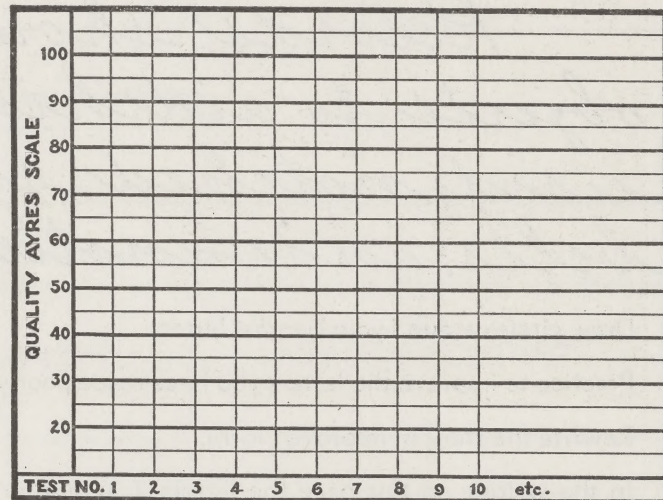
PUPIL'S PROGRESS CHARTS

5

How much have I improved? Make large copies of these charts and ask your teacher to show you how to record your progress.



Speed Chart



Quality Chart

For tests, see page 33.

Study this sample of writing. Notice how it is arranged. Copy it.

*Records show that man used
objects to aid his memory. He
used notched sticks, wampum
belts, and knotted cords.*

Draw circles around your poorest letters.

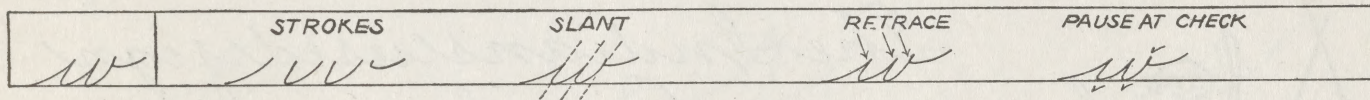
Practice to improve the letters you have made poorly.

Rewrite the story in improved form.

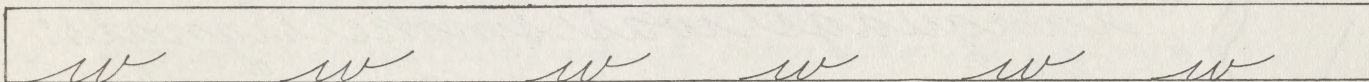
In the writing on this page the letters, i, u, and w are used many times. You should master these letters. On the next page you will see how to study the letter w. Study i and u in the same way.

The good penman, like the good mechanic, is always careful.

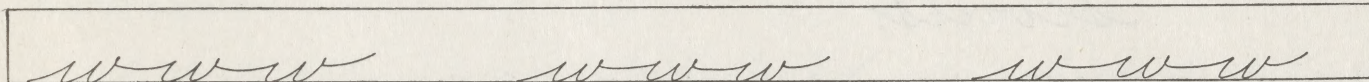
1. Study the letter. Notice how the strokes are made.



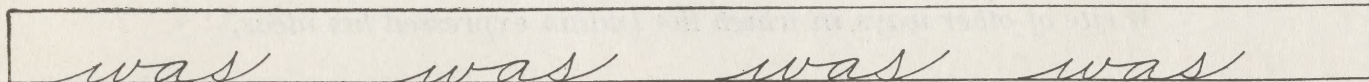
2. Write a few letters. Locate your mistakes and write a few more letters.



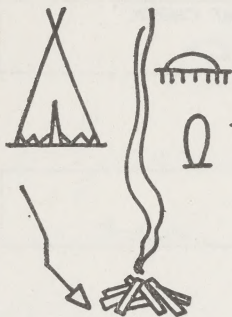
3. Write a few lines of the letter in groups. This will help you to write smoothly.



4. Write a number of words in which the letter w occurs.



Follow this plan in all future letter drills.



The Indians used sign language. One form of sign language was smoke signals. These are used today by boy scouts.

In the writing on this page the letters e, r, and s are used many times. See the next page.

Write of other ways in which the Indian expressed his ideas.

Note: Manuscript writing may be used for titles of posters, pictures, plays and stories as well as for chapter and paragraph headings.

Study

Notice that the points of r and s are higher than other one-space letters rr ss. Be sure to close the s . In making r, swing up on the first stroke ; retrace and slant ; slant to the line , and finish .

Practice in groups

Practice in combinations and words. Other words to write: signal, are, forms, memory, cords.

For letter group or word practice, divide paper into columns and preserve vertical arrangement.



Our alphabet comes to us from the Phoenicians. Alphabet comes from the Greek letters "Alpha" and "Beta" and means "A" and "B."

In the writing on this page the letters O, A, o, and a are used. Give special attention to these letters.

Sit in a good writing position. Glide on your fingers.

Note: Modern cursive alphabets were developed out of the ancient Roman script alphabet, which closely resembles the manuscript lettering alphabet shown on the outside rear cover of this book.

Study

O

A

o

a

Notice that these letters are closed at the top O A o a. The first stroke of o is made like this o. Slant and retrace when making the last downward stroke of capital A and small a.

Practice these letters in groups

O O O

A A A

ooo

aaa

Practice these combinations and words. Other words to write: Ontario, Anna, our, am.

Ohio

Alice

order

and

HOW TO ARRANGE YOUR WRITING

Mark off margins. Write the story; then erase the lines. Indent the first word of each paragraph.

TOP MARGIN: 1 TO 2 INCHES

SIDE MARGIN: 1/2 TO 1 INCH

The most primitive method of reckoning was counting with the use of shells, beads, or beans.

Alphabetic characters were

SIDE MARGIN: 1/2 TO 1 INCH

BOTTOM MARGIN: 1/2 TO 1 INCH

Study well written manuscript or typed pages for arrangement.

HOW LETTERS JOIN

13

Letters with under-curve endings give most difficulty when joined to letters with over-curve beginnings. End the first letter of such a combination at the line; then begin the next letter.

d	da dd dy	t	ta ty
---	----------	---	-------

m	ma mo	n	na ny
---	-------	---	-------

l	la lo	k	ka ky
---	-------	---	-------

h	ha hy	f	fa fy
---	-------	---	-------

Use the combinations given above in words.

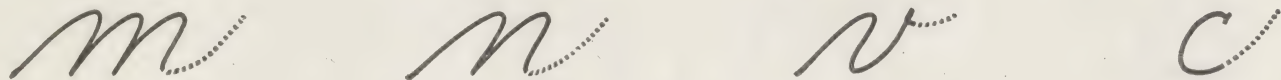





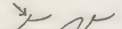

Many men lived by hunting. They made traps for birds, deadfalls to catch rabbits. Pits were dug for larger animals.

ALINEMENT

Avoid writing too large or too small. Three fourths of a space is about right for upper loops and half a space for lower loops. Always write on the line. Alinement is just as important in cursive writing as in manuscript writing or printing. The relative heights of the letters are about the same and each letter is similarly placed with reference to the base line.

Study

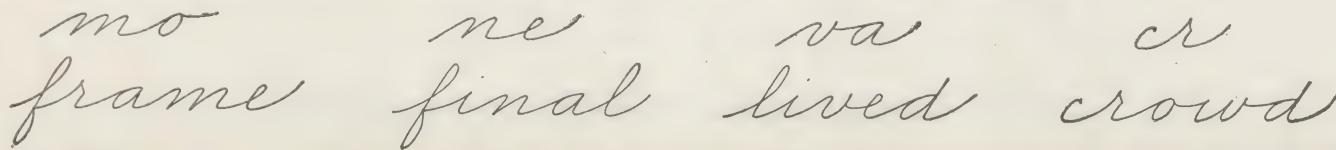


Curve the first stroke of m, n, and v like this . If your m or n end like this , you may correct your mistake by pausing near the end of the last downward stroke . The tick stroke of the v retraces the preceding upward stroke . Begin small c with a dot .

Practice in groups



Practice in combinations and words. Other words to write: man, hunt, animals, very, catching.

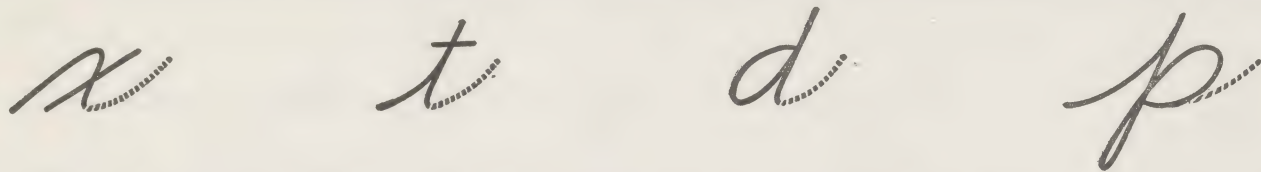




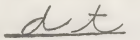




At first fish were caught with the hands. Then a sharpened stick was used to spear them. Next came the fishing rod, line, and hook.

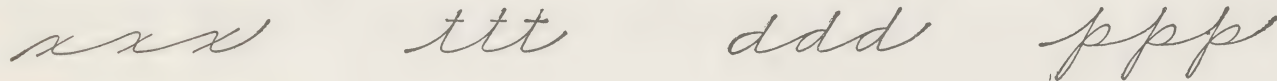
In the writing on this page the letters x, t, d, and p are used. Master these letters. See the next page.

Write about the ways in which fish are caught today.



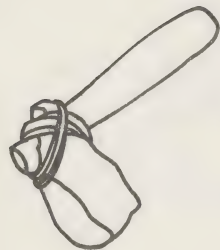
Letter x begins the same as letter v  . Curve the first stroke of the t like this  . If your d and your t look like this  , you may correct your mistake by pausing at the line  . Curve the first stroke of letter p like this  .

Practice in groups



Practice in combinations and words. Other words to write: toward, nets, reeds, trap, pool, six.









Early weapons were sticks, stones, and deer horns. Mallets were made of sticks and stones tied together. Daggers were made of sticks or sharp deer horns.

Give special attention to the letters D, E, I, h and k. See next page.

Sit in a good writing position. Always write your best.

Study

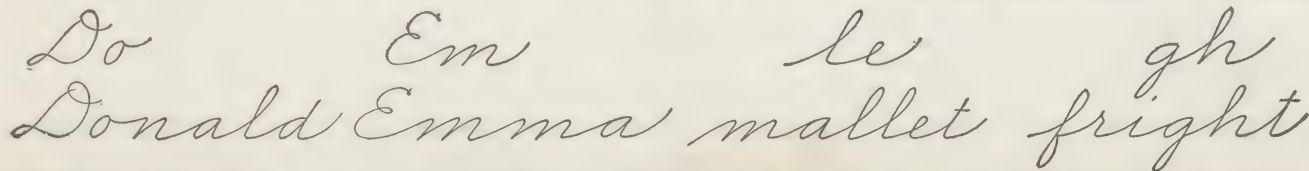


Begin capital D with a compound curve ; then loop and dip to the base line ; bend the rising stroke inward ; finish with a loop .

Practice in groups



Practice in combinations and words. Other words to write: horn, together, stick, sharp, sling, throwing.

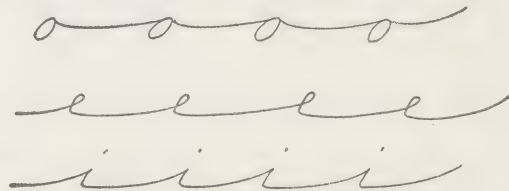
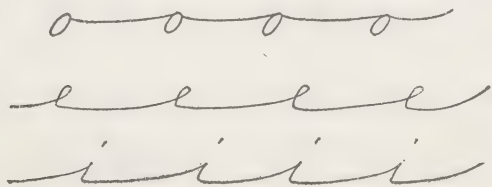


Your writing will look better if it is smooth and even. Is your writing smooth and even?

Compare it with the specimens below.

1. *Light smooth lines are pleasing.*
2. *Heavy or shaded strokes are not pleasing.*

To improve line quality hold your pen lightly; glide on your fingers. Practice exercises like the following:



For letters with under-curve endings, such as e and i, check motion sharply near the bottom of the down stroke.

VARIATIONS OF SLANT

21

Determine the slant of your writing by drawing dotted lines through the slanted strokes.

1. *The approved forward slant.*
2. *Vertical writing is slow to write.*
3. *Irregular slant - some letters good.*

The cause of vertical writing is incorrect position of the paper or incorrect curving of upward strokes. To improve slant, alter the position of your paper or make your upward strokes well curved *the t.*

Circle the letters which slant incorrectly and practice until you have corrected your mistakes.

For ordinary use figures should not be more than a third of a space in height.

1 2 3 4 5 6 7 8 9 0 \$ ¢ % ‰ # =

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15

Large figures sometimes are harder to read than smaller figures as shown here.

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15

Make a calendar of the current month with spaces one-half inch square.

Rule a page into one-fourth inch squares and solve these problems, putting one figure in each square.

$$13.28 \times 5.6 =$$

$$4896 \div 24 =$$

Note: Manuscript numerals are superior to cursive numerals for chart and poster work, page numbering, filling blanks or for any other uses in which extreme legibility is desirable.

		Cash Received					Cash Paid Out		
Jan	2	Allowance	1	00	Jan	3	Pencil		05
"	10	Doing Errands		50	"	6	Shoes	2	50
"	16	Sold a Puppy	5	00	"	9	Paper		10
		Total		6 50			Total	2	65
		Balance	3	85					

Rule a page like this. Be sure to keep your numerals not more than a third of a space high.

Keep a cash account of your own for a month.

You may use manuscript writing if you prefer.

Application for Domestic Money Order

Spaces below to be filled in by purchaser, or, if necessary,
by another person for him

Amount

..... Dollars Cents

**Pay to
Order of }**

.....
(Name of person or firm for whom order is intended)

**Whose
Address
Is }**

No. Street

**Post
Office }**

State

Sent by

(Name of sender)

**No.
City
and
State }**

..... Street

PURCHASER MUST SEND ORDER AND COUPON TO PAYEE

(FOR FEES SEE OTHER SIDE)

c5-7155

You will be called upon frequently to fill in blanks and should learn to adapt the size of your writing and figures to the space available.

At the left is shown in part a form to be filled in at the post office when applying for a money order. Rule forms with the same dimensions as the standard form and fill in for varying amounts until you can do it neatly and legibly. Do the same with any other forms which you may have occasion to fill in.

Manuscript writing is better for work of this kind than cursive writing.

In spacing between words, begin each word where the preceding word ends.

In spacing between words, begin each word where the preceding word ends.

Spacing following punctuation marks should be wider than between words.

Spacing following punctuation marks (periods, commas, etc.) should be wider than between words.

Check the spaces between words in a paper that you have written; then rewrite your paper in correct form.

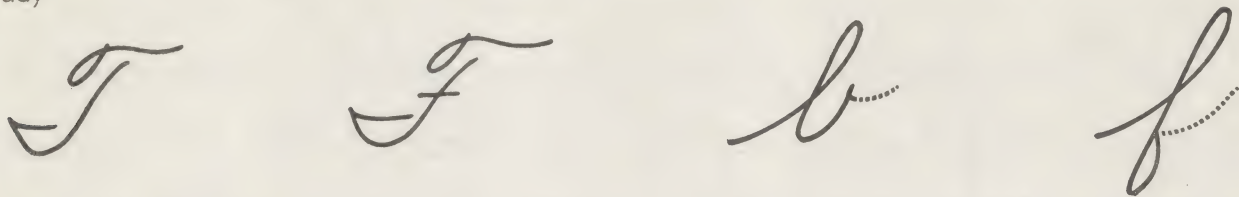
Note: Use the letter "o" as a measure of spacing between the words in manuscript writing; half the width of "o" between the letters of a word.




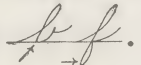
The first men ate their food raw.
Then they learned how to use fire.
Fire became man's best friend. It
cooked his food, dispelled cold and
darkness, and protected him from
animals.

In the writing on this page, letters F, T, f, and b are used. Master these letters. See the next page.

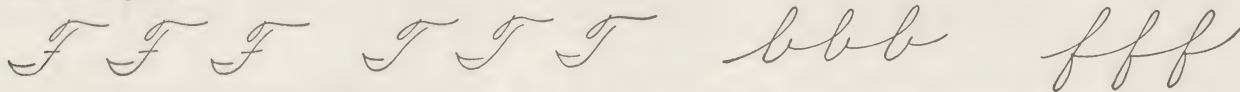
Write of some ways in which fire is helpful to man today.

Study

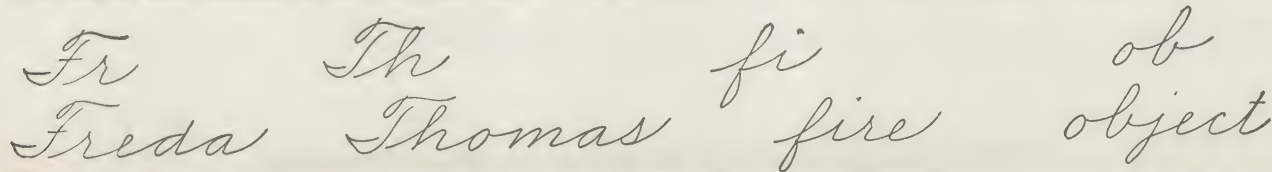


T and F end with a boat stroke . Make the top of the T and F like this: slant ; up and over in a wave . Pause near the end of the downward stroke of b and f .

Practice in groups



Practice in combinations and words. Other words to practice: food, best, became, first, Frank, Ted.



The first fire probably came from lightning or from lava. Men then learned to make fire by rubbing sticks or striking stones together. Not for hundreds of years were matches used.

In the writing on this page, letters M and N are used. See the next page.

Write of different ways in which we make fire today.

Study



In making the cane stroke of letters M and N, slant and stop — ; swing over to the line and stop 2.
Notice that the tops of M and N slant.

Practice in groups

M M M

M M M

N N N N N N

Practice in combinations and words. Other words to write: Mr., Mrs., Marian, Marion, Nada, Nedra.

Martha

March

Ned

Mary

May

Nelson



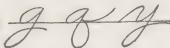
*Dogs, sheep and goats were
the first animals tamed by man.
Dogs were used to pull quaint
sleds; sheep and goats for food
and clothing.*

Letters g, y, and q demand your attention.

Write the names of animals that man uses today.

For contrast, use manuscript letter forms in title and paragraph headings. Manuscript numerals may also be used effectively for contrast.

Study

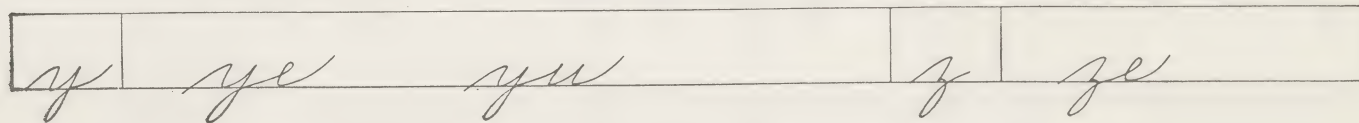
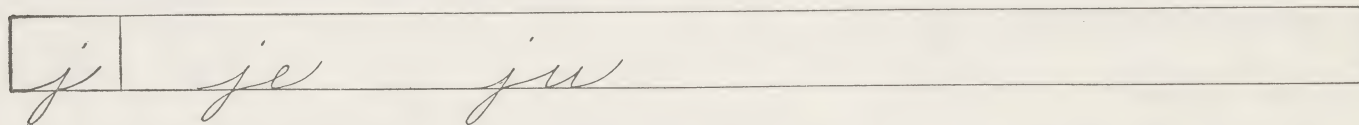
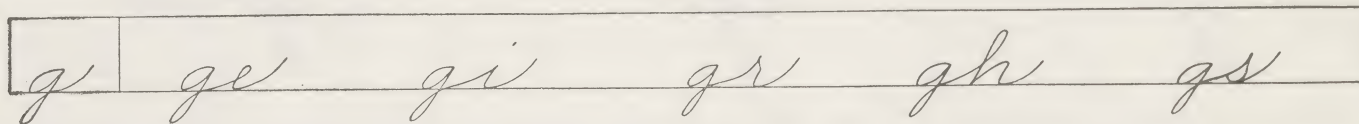
If the lower loops of these letters look like this , you may correct them by pausing near the end of the downward stroke like this .

Practice in groups

Practice in combinations and words. Other words to write: grass, queer, young, quaint, clothing, goats.

HOW LETTERS JOIN

Letters ending with over-curves (g, j, y, z) are most difficult to join to letters beginning with under-curves. In writing such combinations, pause at the base line like this *g*, and then swing into the next letter *ge*.



Practice the words below giving special attention to the heavy letter combinations.

get, girl, grow, sings, weight, jester, jump, yet, zebra, great.

Review page 13.

After you have acquired the ability to write a word well, see how many times you can write it repeatedly in a two minute period (see below). Do not sacrifice the quality of your writing for the sake of speed.

<i>animals</i>	<i>animals</i>	<i>animals</i>
<i>animals</i>	<i>animals</i>	<i>animals</i>
<i>wood</i>	<i>wood</i>	<i>wood</i>
<i>wood</i>	<i>wood</i>	<i>wood</i>

At the end of the period count the number of letters written, divide this number by two, and the quotient will be your speed in letters per minute. Enter this record on your speed chart. (See Progress Charts, page 5.) You may take the same kind of test in writing sentences if you wish. Any paragraph in this book may be used as test material; then grade your writing by a standard scale and record the quality score on your Quality Chart. Rewrite your last spelling lesson as a speed test.



Grass, leaves or straws were used for beds. Stones and blocks of wood were used for seats. Later, man learned to make stoves of mud and brick.

Master G, S, and L.




Write the names of materials we use for furniture today.

Study

G

S

L

If your G looks like this , cross the first stroke lower down (almost half way) , and carry the second stroke half way from that point to the top of the letter .

Practice in groups; in combinations and words.

G G G G

S S S S

L L L L

Swiss Lake Dwellers
Greenland SpainSweden
Greece.



Wheat, rye, barley and millet were the first grains grown by man. The grain was ground by pounding it between two stones.

You should master capital W. See the next page.

Write the names of grains and fruits grown in your community.

Study



If your W looks like this W, you may improve it by retracing further the first upward stroke like this W, and on the second downward stroke like this W.

Practice in groups

W W W W W W W W W W W W

Practice in combinations and words

West Indies Wales Wake Island
Washington, D. C. Wisconsin



RICE

Barley came from western Asia. Rice was first grown in Egypt; wheat in Syria. Peaches came from Persia; grapes from Palestine.

In the writing on this page, letters P, B, and R are used. Master these letters. See the next page.

Write the names of plants that grow in your community.

Study

P

B

R

If your P, B, and R look like this P B R, you may improve the letters by swinging higher on the loop stroke like this P B R.

Practice in groups; in combinations and words.

P P P P

B B B B

R R R R

Portugal
Port Said

Brazil
Bronx

Porto Rico
Roma



CLOVES

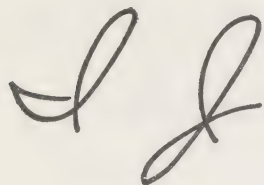





NUTMEG

*Spices were first brought
from India and Java.
Western Asia was the source
of figs and citrons.*

In the writing on this page, letters I and J are used. These are difficult letters and require special attention.

Write the names of the spices you know.



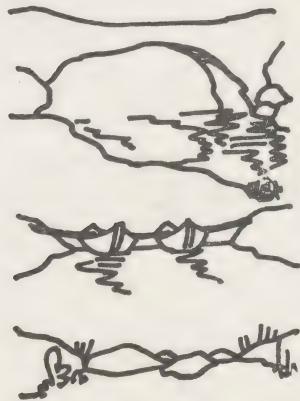
If your l and j look like this , begin the first stroke this way . Stop
near the end of the downward stroke in j .

Practice in groups



Practice in combinations and words. Other words to write: Indian, Japanese.

India Iceland Java Japan
Ireland Iraq Jamaica Juneau



I. Materials used

- 1. Creepers and boughs*
- 2. Wood*
- 3. Stone*

II. Kinds of bridges





- 1. Natural bridges*
- 2. Boats*
- 3. Stone*

This is an outline form frequently used in school. Learn how to arrange outlines neatly.

Make an outline in manuscript writing.

Study



If your C looks like this , you may correct it by slanting the first stroke like this ; if it looks like this , you may correct it by this exercise .

Practice in groups

Cairo Cologne Chile China
Congo Columbia Colorado

Practice in combinations and words

c c

325 Elm St.
San Jose, Calif.
Oct. 1, 19-

American Education Press
40 So. Third St.
Columbus, Ohio

Gentlemen:

Enclosed find 25¢ in stamps for
which please send me Unit Study
Book No. 607 by Almack.

Very truly yours,

Clara Brown
325 Elm St.
San Jose, Calif.

AIR MAIL STAMP

American Educational Press
40 So. Third St.
Columbus, Ohio

Rule forms 3½ by 6 inches to represent envelopes for practice exercises.

Practice addressing envelopes in manuscript writing.

Helen Kuhn
101 Union Ave.
Kenia, Ohio

Quentin Young
2516 Major Ave.
Valparaiso, Ind.

Violet Zulke
Halifax, N. S.
Canada

Harold King
Route 1
Springfield, Ore.

In writing addresses: (1) Omit punctuation marks except where absolutely necessary; (2) Indent uniformly for each line (block form permissible only in typing); (3) Use three lines for address.

X K M N U V
W X Y Z 2

Notice the various forms of cane strokes used in these letters X Z Z Z Z.

Practice in groups; in combinations and words.

X X X K K K U U U V V V

Holland Kenya Mexico Netherlands
Utah Vermont Wisconsin New York

A sixth grade pupil should write at least as well as this:

The Indians used sign language. One form of sign language was smoke signals.

A sixth grade pupil should try to write as well as this:

The Indians used sign language. One form of sign language was smoke signals. These are used today by boy scouts.

See page 8.

WAYS TO USE PRINTSCRIPT

I. AT SCHOOL AND FOR SCHOOL WORK

- A. Movie words or sentences describing pictures made by pupils.
- B. Directions used for reference during social studies.
- C. Records of drawings and blueprints, lists of materials in workshops.

II. TITLES AND LIBRARY

- A. Library cards, library signs, such as "Have You Read This Book." Library call numbers, titles of books and other publications.
- B. Titles on posters, pictures and plays.
- C. Filling in heading of tests.

III. HEALTH AND SAFETY

- A. Health records of height and weight.
- B. Health rules formulated by the pupils.
- C. Health slogans formulated by the pupils.
- D. Dental and medical appointments.

IV. GENERAL

- A. Announcements.
- B. Lost and found notices, etc.
- C. Scores of games and contests.
- D. Individual and class progress charts.
- E. Seating charts.

For suggestions for uses of Printscript for experience charts, locations and directions, labels, tags, marks, bulletin boards, and greeting cards, see the Laurel Handwriting book for grade 3 or 4.

a b c d e f g h i j k l m n
o p q r s t u v w x y z

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

0 1 2 3 4 5 6 7 8 9

0 1 2 3 4 5 6 7 8 9

a b c d e f g h i j k l m
n o p q r s t u v w x y z

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z